

CSES Proposal Preparation Guidelines

CSES Student Fellow Program

Cover Sheet, to include on one page:

1. Title of proposed project,
2. Name of University Campus
3. Identify relevant CSES discipline area(s) of proposal.
4. Proposed start date, and proposed duration of project.
5. Total cost by fiscal year
6. Name, title, address, email address, and phone number for PI(s).
7. Name and email of graduate student, if known.

Please use the fillable PDF cover sheet (http://www.lanl.gov/projects/national-security-education-center/space-earth-center/_assets/docs/cses-proposal-cover-sheet.pdf)

Main Body Use the following formatting outline for the main body; please limit to **five total pages** of text and figures (for Sections I through VIII), plus one budget page and biographical sketches:

- I. Theoretical, numerical, or experimental activity
- II. Methods used (describe comprehensively) History of problem, scientific debate, Hypotheses to test, why now.
- III. Any relevant leveraging or necessary coordination, e.g., other projects or facilities
- IV. Resources to be used in the project such as resources at Los Alamos National Laboratory, at the University, if relevant
- V. Statement of Work
 - i. Tasks to be performed
 - ii. Milestones
 - iii. Schedule of visits (and work performed) at Los Alamos National Laboratory
- VI. Proposing Team
 - i. Role of University Principal Investigator
 - ii. Role of LANL PI, including efforts at mentoring
 - iii. Role of graduate student
 - iv. Other participants
- VII. Significance and timeliness
 - i. How does this research support Los Alamos objectives?

- ii. What is the significance of the project? One way of getting at this is to answer the question, "When this project is finished and published, who will use the results?"
- iii. Why should this project be funded now instead of, e.g., next year?
- VIII. References
- IX. Budget summary (1 page max). Totals by fiscal year and cumulative for multiyear projects. Not to exceed \$60K/year.
 - i. Support for the University Student Researcher to spend a significant fraction of the year at Los Alamos.
 - ii. Support for the Los Alamos PI to devote a significant fraction of his time to the collaborative research project.
 - iii. Support to the University PI to visit LANL
 - iv. Other Travel
 - v. Supplies & Equipment, including Computer usage costs
- X. Biographical sketches of PIs including already identified graduate student, ~1 page each. Note: Identification of a named student is desirable but not essential for top tier selection

CSES Postdoctoral Fellow Program

Cover Sheet, to include on one page:

1. Title of proposed project
2. Identify relevant CSES discipline area(s) of proposal.
3. Proposed start date, and proposed duration of project.
4. Total cost by fiscal year
5. Name, title, address, email address, and phone number for LANL PI.
6. Name and email of prospective postdoc, if known.

Please use the fillable PDF cover sheet (http://www.lanl.gov/projects/national-security-education-center/space-earth-center/_assets/docs/cses-proposal-cover-sheet.pdf)

Main Body Use the following formatting outline for the main body; please limit to **five total pages** of text and figures (for Sections I through VIII), plus one budget page and biographical sketches:

- I. Theoretical, numerical, or experimental activity
- II. Methods used (describe comprehensively). History of problem, scientific debate, Hypotheses to test, why now.
- III. Any relevant leveraging or necessary coordination, e.g., other projects or facilities
- IV. Resources to be used in the project such as resources at Los Alamos National Laboratory, at the University, if relevant

- V. Statement of Work
 - i. Tasks to be performed
 - ii. Milestones
- VI. Proposing team
 - i. Role of LANL PI, including efforts at mentoring
 - ii. Role of postdoc
- VII. Significance and timeliness
 - i. How does this research support Los Alamos objectives?
 - ii. What is the significance of the project? One way of getting at this is to answer the question, "When this project is finished and published, who will use the results?"
 - iii. Why should this project be funded now instead of, e.g., next year?
- VIII. References
- IX. Budget summary (1 page max). Totals by fiscal year and cumulative for multiyear projects.
 - i. 50% FTE support for Postdoc max
 - ii. Supplies & Equipment, including Computer usage costs
 - iii. Travel
- X. Biographical sketches of LANL PI including already identified postdoc, ~1 page each. Note: Identification of a named postdoc is desirable but not essential for top tier selection.

CSES Emerging Ideas Program

Cover Sheet, to include on one page:

1. Title of proposed project
2. Identify relevant CSES discipline area(s) of proposal.
3. Type of proposal (Classical PD or R&D).
4. Proposed start date, and proposed duration of project (3 or 6 months).
Note that start/end cannot span a fiscal year boundary.
5. Total cost
6. Name, title, address, email address, and phone number for LANL PI.

Main Body Use the following formatting suggestions for the main body; please limit to **two total pages** of text and figures (for Sections I through IV), plus one page biographical sketches:

- I. Statement of problem to be addressed
- II. Statement of Work
- III. Significance and Timeliness
- IV. Which targeted funding opportunity does this work support

CSES Special Large Program

Not competed in the 2016 call.

General Instructions

While CSES supports publication page charges, such charges are NOT to be included in the proposed budget. PI's are asked to send an email to the CSES director requesting funds on an as needed basis to cover publication page charges.

We encourage recommendation/identification of several technical subject matter reviewers with whom proposers do not closely work and have not published for at least two years.